

East Providence Housing Authority
REGULAR/REORGANIZATIONAL MEETING
March 31, 2015

The Regular/Reorganizational Meeting of the Board of Commissioners of the East Providence Housing Authority was held on the above date at City View Manor. The meeting was called to order at **4:00PM** by Chairman Richard Smith.

The Pledge of Allegiance was lead by Executive Director Theresa Correia and recited by those in attendance.

ROLL CALL:

Present: Chairman, Richard Smith, Vice Chairman Faria, Commissioners Luci Stoddard, Eileen Bowden, Antero Braga, Valarie Lawson, and Executive Director Theresa Correia. Excused: Commissioner Joan Shovelton

NOMINATIONS: Chairman Smith turned the meeting over to Director Correia who called for nominations for Chairperson. Vice Chairman Faria moved to nominate Richard Smith for Chairman. A second was made by Commissioner Stoddard. Director Correia asked if there were any other nominations. There being no other nominations, Vice Chairman Faria moved to close nominations for Chairperson. A second was made by Commissioner Stoddard. The vote was unanimous to elect Richard Smith as Chairperson. He accepted with pleasure. Director Correia turned the meeting back over to Chairman Smith who called for nominations for Vice Chairperson. Commissioner Stoddard moved to nominate John Faria for the position of Vice Chairperson. A second was made by Commissioner Lawson. There being no other nominations, Commissioners Stoddard moved to close nominations with a second by Commissioner Bowden. The vote was unanimous to elect John Faria as Vice Chairman, who accepted with pleasure. Both were praised for their prior year service and commitment.

RESIDENT & PUBLIC CONCERNS:
NONE

APPROVAL OF MINUTES:

Regular Meeting – 2/24/15: A motion was made by Commissioner Braga to accept the minutes as presented, seconded by Commissioner Lawson. All Commissioners voted aye.

DIRECTOR'S REPORT:

Director Correia reported on the following:

- The new washers and dryers were installed at City View Manor, Goldsmith Manor, and Harbor View Manor. Residents are extremely happy with their performance. The card system transition went better than expected. Loading stations are much more convenient for the residents than digging for quarters.
- RISE has completed the work at Goldsmith Manor. Most of the work at City View Manor has been completed. Contractors will return in a few weeks with the material to complete 1st and 2nd floor, and a few of the lights in the parking lot.
- On 3/13/15 HAB Inc. was on site to provide training to the office staff and facilities director. Since the purchase and installation of the product in 2007 no one had been to the site. Correia stated that it was a great opportunity to dig into areas of the product that most had not utilized. It was also an opportunity to receive some one on one training.

A motion was made by Commissioner Lawson voted to approve the Directors Report as read. That motion was seconded by Commissioner Braga and passed unanimously.

PUBLIC HOUSING VACANCY REPORT

A motion by Vice Chairman Faria to accept the PH Vacancy report as presented. Seconded by Commissioner Bowden. The motion carried.

HOUSING CHOICE VOUCHER REPORT

A motion was made by Vice Chairman Faria to accept the report as presented. Seconded by Commissioner Bowden. The motion carried.

HOUSING CHOICE VOUCHER FSS REPORT

After a brief update by Director Correia, a motion was made by Commissioner Stoddard to approve the HCV FSS report as presented. Seconded by Commissioner Braga. The motion carried.

PAID BILL REPORT

February 2015- \$269,580.95

Director Correia informed the board that, as requested at the previous meeting, she had identified the type and building for National Grid line items. A motion was made by Vice Chairman Faria to approve the report. That motion was seconded by Commissioner Stoddard and passed unanimously.

APPROVALS

IPA Auditor

Director Correia informed the board that two responses to the RFP were received.

1. DiSanto Priest & Co: FY 2014-\$45,000.00
Warwick, RI
2. Guyder Hurley: Year 1-\$10,800 / Year 2- \$10,800 /Year 3-\$11,016
Braintree, MA

She stated that since time was of the essence, it was necessary for her to hire the most qualified firm prior to the meeting, and submit action for ratification. Correia stated that not only was Guyder Hurley the most reasonably priced, they come very highly recommended by other PHA's in RI. In speaking with the Directors Correia was told that they are very thorough and organized. She welcomes the change.

A motion was made by Commissioner Braga to approve the selection made by the Director of Guyder Hurley, to perform audit services to the EPHA for the 2014, 2015, 2016 FYE's. A second was made by Commissioner Lawson. All Ayes.

New Business

Prior to adjournment the Director offered the board the opportunity to visit the duplex at 121 Goldsmith Avenue, which had been recently "made ready" for a new tenant.

Adjourn

At 4:20pm upon a motion by Vice Chairman Faria and second by Commissioner Bowden, the meeting was adjourned. All Commissioners present voted in favor.

Respectfully submitted,

Theresa M. Correia
Executive Director
Transcribed by tmcorreia